



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

CORRECTIONS RECREATION PROGRAM SUPV

Job Number: 20000654

Job Code: 22380V000101

Job Group: 2200 - CORRECTIONS

Job Established: 06/16/1982

Job Revised: 05/16/2008

Grade: 14 Salary (MIN - MID):

\$18,075-\$23,944 - Hourly

\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary

\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Plans and directs the recreational program of a major correctional institution or facility. Supervises recreation personnel; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree.

EXPERIENCE:

Must have three years of experience in planned recreation, physical education or related activities.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Plans, directs and coordinates recreational activities to meet specific needs, interests and abilities of correctional clients in a large correctional facility. Consults with wardens, deputy wardens and other administrative personnel in planning recreational programs for all residents. Prepares budgets for recreational program. Supervises employees engaged in the operation of the institution's recreational program. Orders recreational equipment and supplies. Has responsibility for the maintenance and repair of recreational equipment. Counsels clients as needed. Identifies clients' strengths and weaknesses and develops individual recreational plans. Attends staff meetings and keeps reports and statistics of the use of recreational facilities within the institution. Attends departmental and professional meetings and keeps abreast of current trends in correctional recreational activities. Appears before civic and community groups to explain aspects of the correctional recreational program.

UNIQUE PHYSICAL REQUIREMENTS:

May have to bend, stoop, climb and crawl to construct and repair recreational equipment. May be required to move and lift recreational weight devices.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is generally performed within a correctional institution and potential danger may exist for those working with persons who have been incarcerated.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.